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Executive Reg.stry
6-4457

Space, Maintenance & Facilities Branch (LO/RE)

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ATTN : [redacted]
THRU : Special Assistant (Administration) to the DD/I
Executive, Scientific Intelligence

Maintenance - Barton Hall

1. This Office has occupied approximately 65 percent of Barton Hall since 4 October 1954. Since that date, conditions surrounding the main entrance to Barton Hall have been a continuing eyesore and a disgrace to the Agency. Trash, garbage cans, cigarette butts, and other refuse are indiscriminately scattered about the entrance.

2. Repeated verbal requests to clean up this condition have been unsuccessful. The unsightly condition of the front entrance is adversely affecting the morale of employees and the attitude of important visitors to the Agency.

3. Prompt action to correct the undesirable conditions outlined above is urgently required and will be greatly appreciated.

[redacted]
Executive/SI

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